

DATE: June 24, 2020

TIME: 10am-11am

AGENDA:

Item	Description	Time Allotted	Notes
1.	Call to Order and Introductions	10 minutes	
2.	Overview of Committee Charge and Membership	15 minutes	Discuss three-phased approach to our mission Review Committee invites to date and take suggestions for additional members
3.	Mission Statement and Scope Discussion	15 minutes	Provide input on mission statement to guide the development of goals and define success
4.	Upcoming deadlines and deliverables	15 minutes	Discussion of Committee expectations
5.	Set time for upcoming meetings and adjourn	5 minutes	

NOTES:

- Discussed three-phased approach:
 - 1. Immediate needs: Evictions; rental; tax sales; late fees
 - 2. Address court process & access to legal assistance (pro/low bono)
 - Detrimental serial eviction filings and pay to stay judgments
 - Pamphlet information?
 - 3. Long term needs: legislative recommendations (December)
 - Suggest policy changes
- Drafted mission statement
- To Do:
 - Upcoming Schedule:
 - First meeting of taskforce: **July 9th**
 - Co-chair meeting: Wed., July 1st
 - Committee meeting: **Tuesday, June 30th**
 - Make agenda
 - ID issues/goals and set tasks
 - ID audience

- ID timeframes
- Split into subcommittees based on topics
- ID Deliverables
- Set standing weekly meetings